





## Scholarship Policy 2015

**\*Sign & Date below\***

It is the policy of the City of Chattanooga Youth & Family Development Department to make recreation opportunities available to all interested people, regardless of income. The City of Chattanooga Youth & Family Development Department is proud to offer scholarships for camp participants, per guidelines below.

**SCHOLARSHIP INFORMATION:** Fee Based Programs have limited number of slots open to scholarships. Each application is reviewed to determine if a reduced rate is awarded. Program Scholarships are awarded on a first-come basis and your application will not be processed until ALL of your information is received. Applications are processed in the order they are received and awarded after review.

**ELIGIBILITY:** To receive a scholarship, participants must be 12 or younger and reside in City of Chattanooga. **PLEASE NOTE: Residents outside of City of Chattanooga do not qualify.**

**COMPLETION REQUIREMENTS:** Scholarship Application forms must be completed in its entirety and submitted to the YFD Center the child will participate in, for review and approval. Chattanooga Youth & Family Development reserves the rights to cancel camp due to low enrollment.

Applicants are required to substantiate their Family Annual Income by producing **one of the following:**

1. Letter from HCDE School Nutrition free and reduced lunch office confirming applicant's child meets the Tennessee Income Eligibility Guidelines for free or reduced price meal program. (423-209-5654)
2. W-2 for all adults in the household, and documentation of other income (e.g., SSI, Retirement)
3. Charter School students must obtain a free and reduced lunch letter from their school administration office confirming applicant's child meets the Tennessee Income Eligibility Guidelines for free or reduced price meal program.
4. Title One School students must have proof that they attended Title One School during this school year. *\* Fill out section on registration form*

## Refund Policy 2015

**\*Sign & Date below\***

**- Early Bird and Entire Summer Registration:** Refunds for early bird and full summer registrations will not be granted if notice is not given in writing to the Facility Manager where the participant (s) is enrolled at least two weeks (**May 18, 2015**) prior to the first day of camp. **All Refund notices must be date stamped and signed by the Facility Manager indicating the date the request was received from the parent.** Refund requests received after Monday, May 18, 2015 will not be processed.

**- Scholarship Refunds:** **No refunds will be given for scholarship participants.**

**- Individual Session Refunds:** Refunds for individual sessions will only be granted if notice is given in writing at least two weeks prior to the first day of the enrolled session. **All Refund notices must be date stamped and signed by the Facility Manager indicating the date the request was received from the parent.** Any refund requests received after these listed dates will not be processed: Session 1: Monday, May 18, 2015; Session 2: Monday, June 1, 2015; Session 3: Monday, June 22, 2015; Session 4: Monday, July 6, 2015.

**- Partial Refund:** If a camper is forced to leave camp due to injury or illness, a prorated amount of up to 50% of the fee **may** be refunded. All partial refund requests must be submitted in writing and approved by the **Director of Recreation**. All notices must be date stamped and signed by the Facility Manager indicating the date the request was received from the parent.

**- Cancellation by YFD:** In the event the camp is cancelled by Chattanooga YFD, a full refund will be given.

**WAIVER FOR PARTICIPANTS:** I do hereby agree to indemnify, defend and hold harmless the City of Chattanooga, its officers, employees, agents, and volunteers from liabilities, claims, damage to persons or property, losses, costs, penalties, obligations, errors, or omissions that may be asserted by any person, firm, or entity arising out of, or in connection with, the activities conducted by the applicant or programs offered by the City of Chattanooga whether or not there is concurrent passive or active negligence on the part of City of Chattanooga personnel. By signing below, I understand the City of Chattanooga Youth & Family Development refund policy. (on back)

**PHOTO RELEASE PERMISSION:** The City of Chattanooga, Youth & Family Development Department often takes photographs of program participants for publicity and documentation. I hereby agree to the use of photographs taken of my child for this purpose. By signing below I understand that I am agreeing to the terms of this waiver.

Parent/Guardian \_\_\_\_\_

Date \_\_\_\_\_



## **List of Title I Schools**

Alpine Crest  
Annoor Academy  
Avondale SDA  
Barger Academy  
Battle Academy  
Brainerd High  
Brown Middle  
Chatta Girls Leadership  
Academy Charter School  
Chatta Charter School of Excellence  
Central High  
Clifton Hill  
Daisy  
Dalewood Middle  
Donaldson Calvin  
Dupont  
East Brainerd Elementary  
East Lake Academy  
East Lake Elementary  
East Ridge Elementary  
East Ridge High  
East Ridge Middle  
East Side  
Falling Water  
Hardy

Harrison  
Hillcrest  
Hixson Elementary  
Hixson Middle  
Hixson High  
Howard SAT  
Lakeside Academy  
Lookout Valley Elementary  
Lookout Middle/High  
North Hamilton County  
Ooltewah Middle  
Orchard Knob Elementary  
Orchard Middle  
Red Bank Elementary  
Red Bank High  
Red Bank Middle  
Rivermont  
Sequoyah High  
Shepherd Bess T.  
Soddy Elementary  
Soddy Daisy Middle  
Spring Creek  
Tyner Academy High  
Tyner Middle Academy  
Wolftever Creek  
Woodmore Elementary